

**KANSAS DEPARTMENT OF HEALTH AND ENVIRONMENT  
OFFICE OF LOCAL AND RURAL HEALTH**

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**KANSAS STATEWIDE FARMWORKER HEALTH PROGRAM  
ACCESS POINT AGREEMENT**

**PURPOSE:**

The Kansas Statewide Farmworker Health Program is supported by the U.S. Public Health Service. The purpose of the Public Health Service is to maintain the integrity of the nation's health and to contain the spread of disease. The program is not concerned with the legal or immigration status of individuals served. This means that farmworkers, regardless of their legal status in the United States, are the target group of the Kansas Statewide Farmworker Health Program, provided that they meet other eligibility criteria for the program.

**EXPLANATION:**

In an effort to establish and maintain control over very limited program funds, the Kansas Statewide Farmworker Health Program has developed fixed financial policies. The policies are necessary as we do not have adequate resources to provide comprehensive medical services to all farmworkers in Kansas. Pursuant to a goal of health and wellness, the emphasis of this program is on prevention and education, as opposed to acute care.

A primary goal of the program is to utilize local and state services to programs already in existence in the area. When at all possible, these services and subsequent reimbursement systems are to be accessed first.

The Kansas Statewide Farmworker Health Program has a Voucher and Referral Form which is used to authorize and pay for health services rendered by contractual providers. These vouchers are issued from two sources: 1) the regional case manager for the area, and 2) the contracting access point. The Kansas Statewide Farmworker Health Program will only be responsible for bills generated by patients utilizing the proper voucher procedures, as outlined in the policy document.

The contracting access point is a local healthcare facility, usually either a public health department or a primary care clinic. In some instances, the access point may be a provider, such as a physician or hospital-based clinic. The access point provides a monitored point of entry for the client, assuring the proper assessment and authorization for service needed.

As an access point, the primary responsibility is to direct the client to the necessary resources available in the community to meet health needs. Many services are available at the access point, especially if this is a clinic facility. These services will be reimbursed at the sliding fee scale, in accordance to the Federal Poverty Guidelines.

## **As a contacted Access**

**Point,** \_\_\_\_\_  
**agrees to:**

- Determine client eligibility per guidelines contained in the Voucher Policy Document.
- Enroll the client in the Kansas Statewide Farmworker Health Program utilizing the Family Registration Form. The client must be enrolled in the program prior to delivery of services.
- Establish and maintain a tracking and referral system by entering each client appropriately in the contact log.
- Assess the client and determine the initial needs. The Access Point will be able to meet some of these needs, yet others will require outside services.
- Arrange for those needs to be delivered by an outside contracted provider, when additional services are necessary.
- Authorize vouchers for provision of service to clients. The voucher must accompany the client to each provider for proof of authorization for reimbursement.
- Monitor and facilitate client healthcare by assisting in treatment plans and follow-up, as well as assessing the appropriateness of care delivered by referral providers.
- Maintain a medical record on each client to assist in quality assurance monitoring.

### **The Kansas Statewide Farmworker Health Program agrees to:**

- A. Provide information and resources necessary for Access Points and Healthcare Providers to offer services to meet client needs.
- B. Process vouchers and billing statements in a timely manner in order for providers to receive reimbursement.
- C. Develop and coordinate resources with other local programs and providers. This includes negotiation with outside providers for additional services.
- D. Market the availability of services to farmworkers and their families. This will include identifying workers and employers in the area, as well as offering screenings and health related programs, in cooperation with local providers.

\_\_\_\_\_  
Date                      Access Point Representative

\_\_\_\_\_  
Date                      Kansas Statewide Farmworker Health Representative